



January 14, 2021

## WHITEHOUSE COUNCIL AGENDA

January 19, 2021

6:30 P.M.

Due to the coronavirus (COVID-19) pandemic, Whitehouse Village Council is urging citizens to access public meetings remotely. You may do so by phone by dialing **1-312-626-6799**. You will then be prompted to press the following Meeting ID **879 9791 2248**. The Passcode is **2223**. You may also access the meeting online at **zoom.us** and click on "Join a Meeting". Use the same Meeting ID and Passcode. To help minimize background noise, **please make sure that you mute your microphone.**

Notice is hereby given that the Whitehouse Village Council will meet on Tuesday, January 19, 2021, at 6:30 PM.

Welcome and thank you for attending the Whitehouse Village Council meeting. The purpose of the Village Council meeting is to conduct the official business of the Village of Whitehouse and to hear citizen's comments pertaining to items that appear on the agenda and comments for future consideration. We welcome and encourage your participation. If you wish to make a comment, please wait to be recognized then state your name and address for the record. Please make your comments as concise as possible to allow time for others who wish to make comments. The Mayor presides over the Council meeting and has the authority to take the actions necessary to maintain order and proper decorum among those present. Thank you for your cooperation.

- I. Call to Order
- II. Roll Call
- III. Prayer: Pastor Warren Clifton, Hope United Methodist Church
- IV. Pledge of Allegiance
- V. Adoption of Minutes of the January 5, 2021 Council Meeting
- VI. Adoption of Bills dated January 14, 2021 and the Addendum bills dated January 19, 2021
- VII. Introduction of Persons to Appear Before Council
  - A. Julie Theroux will ask for Approval of Two Events. A Duathlon on May 19, 2021 and a Multisport Event on June 26, 2021.
- VIII. Committee Reports
  - A. Report on the January 6, 2021 Board of Zoning Appeals Meeting
  - B. Report on the January 12, 2021 Committee of the Whole Meeting

**6925 Providence Street . PO Box 2476 . Whitehouse, Ohio 43571**  
**Phone 419-877-5383 . Fax 419-877-5635**  
**whitehouseoh.gov**

- IX. Report of the Mayor
  - A. Presentation of the Family & Child Abuse Prevention Center's work in the area by FCAPC CEO Christie Jenkins, PhD, LPCC-S
  - B. Recognition of Joseph Bublick and Michelle Roush for their work with FCAPC
- X. Report of the Clerk of Council
- XI. Report of the Village Administrator
  - A. Request Authorization for Legislation Authorizing a Contract with Respect to Participation in the Lucas County Court Services Victim-Witness-Advocate Assistance Program (as an emergency)
  - B. Request Authorization for Legislation to Declare Certain Property Used by the Police Department as Surplus Property (as an emergency)
- XII. Report of the Village Solicitor
- XIII. Report from Department Heads
- XIV. Citizen Comments on Agenda Items
- XV. Ordinances
- XVI. Resolutions
  - A. **Resolution 2-2021:** Authorizing the Execution of Contract Agreements with the Lucas County Board of Commissioners with Respect to Participation in the Lucas County Suburban Court Services Victim-Witness-Advocate Assistance Program by the Village of Whitehouse (as an emergency)
  - B. **Resolution 3-2021:** Determining that Certain Miscellaneous Personal Property Used by the Police Department and Owned by the Village of Whitehouse is of no Further Use to the Village and is Hereby Determined to be Surplus Property (as an emergency)
- XVII. Council Comments
- XVIII. Citizen Comments
- XIX. Adjournment

At 6:30 PM Mayor Don Atkinson called the meeting to order.

ROLL CALL: Richard Bingham, Rebecca Conklin Kleiboemer, Mindy Curry, Bob Keogh, Bill May, and Louann Artiaga. Also present were the following: Administrator Jordan Daugherty, Solicitor Kevin Heban, Director of Public Services Steve Pilcher, Fire Chief Joshua Hartbarger, Deputy Police Chief Allan Baer, Deputy Fire Chief Jason Francis, Clerk Susan Miller, Karen Gerhardinger, Justin Clampitt, and Carol Lynch.

Council prayer was given by Louann Artiaga.

Motion by Bob Keogh, seconded by Richard Bingham to approve the minutes of the December 15, 2020 meeting. 6 ayes

Motion by Rebecca Conklin Kleiboemer, seconded by Louann Artiaga to approve the bills totaling \$135,659.56 dated December 31, 2020, the Addendum bills totaling \$12,688.24 dated January 5, 2021 and the November 2020 Financial Statement. 6 ayes

Mayor Don Atkinson gave the State of the Village Address underlining the positive financial position of the Village as well as the excellence in operations for all departments during the pandemic.

Mayor Don Atkinson

- Reappointed Charles Kethel Jr. to the Board of Zoning Appeals
- Reappointed Leroy Ryerson to the Board of Zoning Appeals
- Reappointed Robert Keogh to the Spencer Township JEDZ
- Reappointed Michael Walters to the Spencer Township JEDZ
- Reappointed Leroy Ryerson to the Spencer Township JEDZ
- Appointed Justin Clampitt to the Planning Commission filling a vacated spot expiring December 31, 2021

Motion by Richard Bingham, seconded by Louann Artiaga to approve the Mayor's appointment of Charles Kethel Jr. to the Board of Zoning Appeals. 6 ayes

Motion by Bob Keogh, seconded by Louann Artiaga to approve the Mayor's appointment of Justin Clampitt to the Planning Commission filling a vacated spot expiring December 31, 2021. 6 ayes

Motion by Bill May, seconded by Mindy Curry to approve all of the Mayor's reappointments. 6 ayes

Mayor Don Atkinson asked for Citizen Comments pertaining to Agenda items. There were none.

Motion by Louann Artiaga, seconded by Bob Keogh to authorize the Solicitor to prepare legislation Requesting the Advance of Monies on Taxes Collected by the Lucas County, Ohio Treasurer as Same Have Been Collected for the Village of Whitehouse, Lucas County, Ohio, and declaring an emergency. 6 ayes

Motion by Rebecca Conklin Kleiboemer, seconded by Bill May to authorize the Solicitor to prepare legislation authorizing Advertising for Bids for the Resurfacing of Finzel Road. 6 ayes

Motion by Louann Artiaga, seconded by Bob Keogh to accept, as previously authorized, Resolution 1-2021 Requesting the Advance of Monies on Taxes Collected by the Lucas County, Ohio Treasurer as Same Have Been Collected for the Village of Whitehouse, Lucas County, Ohio, at its first reading and declaring an emergency. 6 ayes

Motion by Bob Keogh, seconded by Bill May to suspend the rules and to have the second and third reading of Resolution 1-2021 by title only and declaring an emergency. 6 ayes

Motion by Bill May, seconded by Louann Artiaga to accept Resolution 1-2021 and to pass said Resolution and declaring an emergency. 6 ayes

Motion by Louann Artiaga, seconded by Richard Bingham to nominate Bob Keogh as President of Council. 6 ayes

Mindy Curry nominated Rebecca Conklin Kleiboemer as President of Council.

Other items discussed:

- West Erie Realty charge is for the sewer overhaul land right of way
- Coop, levy, ambulance purchase with COVID funds, Chief Hartbarger recognized as Anthony Wayne General, Police State of Ohio Collaborative compliant, specialized training, Downtown Beautification, Bucher Road, Traffic Signal, Decorative wall at Veteran's Memorial Park, Staff Supports all departments, residents vigilant of health guidelines, employee were kept employed, sewer project, Bucher Road ditch, connected through technology, Elementary School visit to Veteran's Memorial Park, Village and Public Services department support of The Union Cemetery District, commend the Village staff for staying focused and working together, Birthday drivebys, Santa parade, professional police and fire departments
- Thank you Councilwoman, Rebecca Conklin Kleiboemer for representing the Village well in The Union Cemetery District

Regular

January 5,

21

- The Spirit of Whitehouse, the Village, Citizens, overwhelming support of the food bank
- Quarantined employees
- Thank you employees, thank you Director of Public Services Steve Pilcher for representing The Village on the TMACOG water project
- Police Chief Mark McDonough tested positive for COVID, three part time employees hired to the Police Department in December, 1 part timer left, hiring an additional 2
- Congratulations Mark McDonough and Joshua Hartbarger, nominated as Anthony Wayne Heroes
- Condolences to Tree Commission member Sheri Leudtke on the passing of her husband Richard
- Facebook page for the restoration of Ted's Marathon
- TMACOG virtual assembly Tuesday January 19, \$15 admittance, Toledo Regional Chamber of Commerce Public Services Leadership program \$300/person - the Village will pay registration for Council members
- Village Roll out dumpster available this weekend and next
- Christmas tree pick up, set out Mondays

Motion by Bob Keogh, seconded by Bill May to adjourn at 7:23 PM. 6 ayes

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Duly Appointed Clerk of Council

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Mayor

**COUNCIL BILLS**  
**1/14/2021**

VENDOR	DEPARTMENT	AMOUNT	TOTAL	DESCRIPTION
All Seasons Tree & Lawn Care	PARK	\$4,365.00	\$4,365.00	Tree Removal & Stump Grinding
Certified Tax Refund	TAX	\$4,485.00	\$4,485.00	Certified Tax Refund
Dollar General	ADMINISTRATION	\$10.00		Supplies
Dollar General	FIRE	\$10.00	\$20.00	Supplies
Fisher Auto Parts	POLICE	\$9.12	\$9.12	Supplies
HP Products	FIRE	\$36.44	\$36.44	Supplies
Link Computer Corporation	WATER/SEWER	\$1,090.28	\$1,090.28	Dec & Jan Utility Software Charges
MA SI	WATER	\$67.75	\$67.75	Water Sample Analysis
Ohio Gas	SEWER	\$33.21	\$33.21	Monthly Gas Charges
Ohio Water Development Authority	WATER	\$8,936.49	\$8,936.49	Loan Payment
Service Supply Ltd	PARK	\$115.00	\$115.00	Playground Equipment
Spencer Township	TAX	\$268,011.84	\$268,011.84	4th Qtr 2020 Distribution
Toledo Edison	STREETS	\$1,206.46	\$1,206.46	Monthly Electric Charges
Treasurer of Lucas County	PARK	\$1,933.00	\$1,933.00	Real Estate Taxes
Triotech Corporation	ADMINISTRATION	\$822.50	\$822.50	Office 365 & AntiVirus
US Bank	POLICE	\$123.29		Copier Charges
US Bank	FIRE	\$123.29		Copier Charges
US Bank	MAINTENANCE	\$184.94	\$431.52	Copier Charges
Wood County Landfill	SANITATION	\$343.05	\$343.05	Landfill Charges
		\$291,906.66	\$291,906.66	



## Request for Special Event

Village of Whitehouse  
PO Box 2476, Whitehouse, OH 43571  
Phone: (419) 877-5383/ Fax: (419) 877-5635

Name of Event: Southfork Duathlon  
Coordinator/Contact Person: Julie Theroux  
Address: 1740 Providence Whitehouse OH 43571  
Phone: 419-877-1000 Email: shopciclewerks@gmail.com  
FAX: \_\_\_\_\_  
Event Date(s): Wednesday, 5/19 Event Hours: 7:00-9:00  
Estimated Number of Attendance: 100  
Brief Description of Event: Duathlon Race - Run/Bike/Run  
1 mi. 12 mi. 5K

Will the Event Use Signage/Attraction Devices? ☒ Yes ☐ No

Amplified Voice/Music? ☒ Yes ☐ No

Food/Beverage Sales? ☐ Yes ☒ No

Alcoholic Beverage Sales: ☐ Yes ☒ No

Product Sales? ☐ Yes ☒ No

Other (explain):

If YES to any of the above, please explain: Directional Signs on the course

Identify any Village services, public facilities, or equipment you are requesting in conjunction with this event:

☒ Police Assistance ☐ Streets Closed ☐ Enclosed Shelterhouse ☐ Pavilion ☐ Other,

Explain: traffic control for run course and bike course

**PLEASE supply a map highlighting the property, temporary structures (identifying use and activity), pedestrian ways and/or streets that will be impacted by this event.**

Payment for Services: The Event Coordinator/Contact Person/Sponsoring Entity shall make payment for services payable to *The Village of Whitehouse*. Payment must be received by the Village of Whitehouse no later than ten (10) business days after the event.

Total Number of Employees Required: 460 Total Amount Required per Employee: \$ \_\_\_\_\_/hr.

TOTAL Amount to be submitted to the Village of Whitehouse by Event Coordinator: \$ \_\_\_\_\_

### **READ THE FOLLOWING BEFORE SIGNING**

**The submittal of this event form does not ensure approval of the event.**

Be advised, the Village cannot accommodate every event and some events may require reimbursement for services rendered. You must attach to this application either an Insurance Policy or a Certificate of Insurance that includes the policy number, amount of coverage, and the provision that the Village of Whitehouse is included as an Additional Insured. The insurance requirements depend on the risk level of the event.

The applicant agrees to defend, indemnify, and hold harmless the Village of Whitehouse from any claim, demand, suit, loss, cost of expense, or any damage which may be asserted, claimed or recovered against or from the Village of Whitehouse by reason of any damage to property, personal injury or bodily injury, including death, sustained by any person whomsoever and which damage, injury, or death, arises out of this activity

Signature: \_\_\_\_\_

Date: 1-7-21

6925 Providence Street . PO Box 2476 . Whitehouse, Ohio 43571

Phone 419-877-5383 . Fax 419-877-5635

whitehouseoh.gov

## AGREEMENT FOR SERVICE – SPECIAL EVENTS

WHEREAS, by Resolution, the Village Administrator of the Village of Whitehouse, Ohio, is authorized and empowered to enter into written agreements with public or private organizations, to assign Village employees to special duties, with such organizations, when, in the opinion of the Village Administrator and Chief of Police, such duty serves the purpose of public safety, traffic control and the public welfare.

Now, therefore, it is agreed by and between the parties as follows:

1. The Chief of Police shall assign a designee to oversee the scheduling of officers to provide police/security services for the following event:  
Southfork Duathlon  
☒ See attached map showing locations and that such officer(s) shall at all times be subject to all Federal, state and local ordinances, including the policies and procedures of the Village of Whitehouse and the Whitehouse Police Department.
2. The Police Chief reserves the right to honor or reject this request based upon officer availability and/or needs of the agency.
3. The uniform of the officer(s) shall always be under the control of the Chief of Police.
4. Officer(s) who are assigned to this event shall be paid for this service in accordance with the current fee schedule for services as enacted by the Village of Whitehouse, Ohio Council.
5. The Village of Whitehouse agrees to furnish officer(s) under the terms of this agreement, if and only if, officer(s) are available for such duty as determined by the Chief of Police.
6. Duties of any officer(s) assigned shall be limited to the boundaries of the Village of Whitehouse, Ohio. Exceptions would include those that serve law enforcement interests outside the boundaries of the Village of Whitehouse (i.e., Anthony Wayne School District off-campus, school-sponsored activities, etc.).
7. The Event Coordinator/Contact Person/Sponsoring Entity shall make payment for services payable to *The Village of Whitehouse*. Payment must be received by the Village of Whitehouse no later than ten (10) business days after the event.  
Total Number of Employees Required: 7bd Total Amount Required per Employee:  
\$ \_\_\_\_\_/hr.  
TOTAL Amount to be submitted by Event Coordinator: \$ \_\_\_\_\_
8. Officer(s) assigned under terms of this contract shall be covered by Workmen's Compensation paid on the officer's behalf by the Village of Whitehouse.
9. This agreement may be canceled by either party by 30-day written notice or to the mutual satisfaction of both undersigned parties.
10. Requests for additional/reduction of officers to supplement this initial agreement must be made to the Village Administrator no later than fifteen (15) days from the date of the scheduled event.

This agreement entered into on this 1 day of January, 2021, by and between the Village of Whitehouse, County of Lucas, State of Ohio, and the Event Coordinator/Contact Person, in witness whereof the parties hereunto have set their hands at Whitehouse, Ohio.

\_\_\_\_\_  
Village Administrator

Julie Theroux  
Event Coordinator/Contact Person



**REQUEST FOR SPECIAL EVENTS SERVICES—VILLAGE OF WHITEHOUSE, OHIO**

TYPE OF FUNCTION/ACTIVITY: Duathlon Race

DATE/TIME OF FUNCTION/EVENT: 5/19/21 Start 7:00pm-9:00pm

LOCATION: 6740 Providence

NUMBER OF OFFICERS REQUIRED: \_\_\_\_\_ (Determined by Police Chief)

NUMBER OF ADDITIONAL VILLAGE EMPLOYEES: \_\_\_\_\_ (Determined by Department Head)

**EVENT COORDINATOR CONTACT INFORMATION:**

NAME Julie Theroux

ORGANIZATION Cycle Werks

ADDRESS 6740 Providence

Whitehouse

PHONE 419-877-1000

EMAIL shopcyclewerks@gmail.com

FAX \_\_\_\_\_

Payment for services rendered in the amount of \$ \_\_\_\_\_ will be submitted to:

The Village of Whitehouse  
6925 Providence St.  
P.O. Box 2476  
Whitehouse, OH 43571

Payment in full required by: \_\_\_\_\_

*For Office Use Only*

Date: \_\_\_\_\_

\_\_\_\_ Approved as requested.

\_\_\_\_ Approved, with modifications (specify): \_\_\_\_\_

\_\_\_\_ Disapproved (specify): \_\_\_\_\_

Village Administrator \_\_\_\_\_

Chief of Police \_\_\_\_\_

Public Service Director \_\_\_\_\_

Fire Chief \_\_\_\_\_

Community Development Coordinator \_\_\_\_\_

**RUN**

 WHITEHOUSE, OH, UNITED STATES

1.9 1.00 MI

1367

# DC #2 & #3 1ST RUN

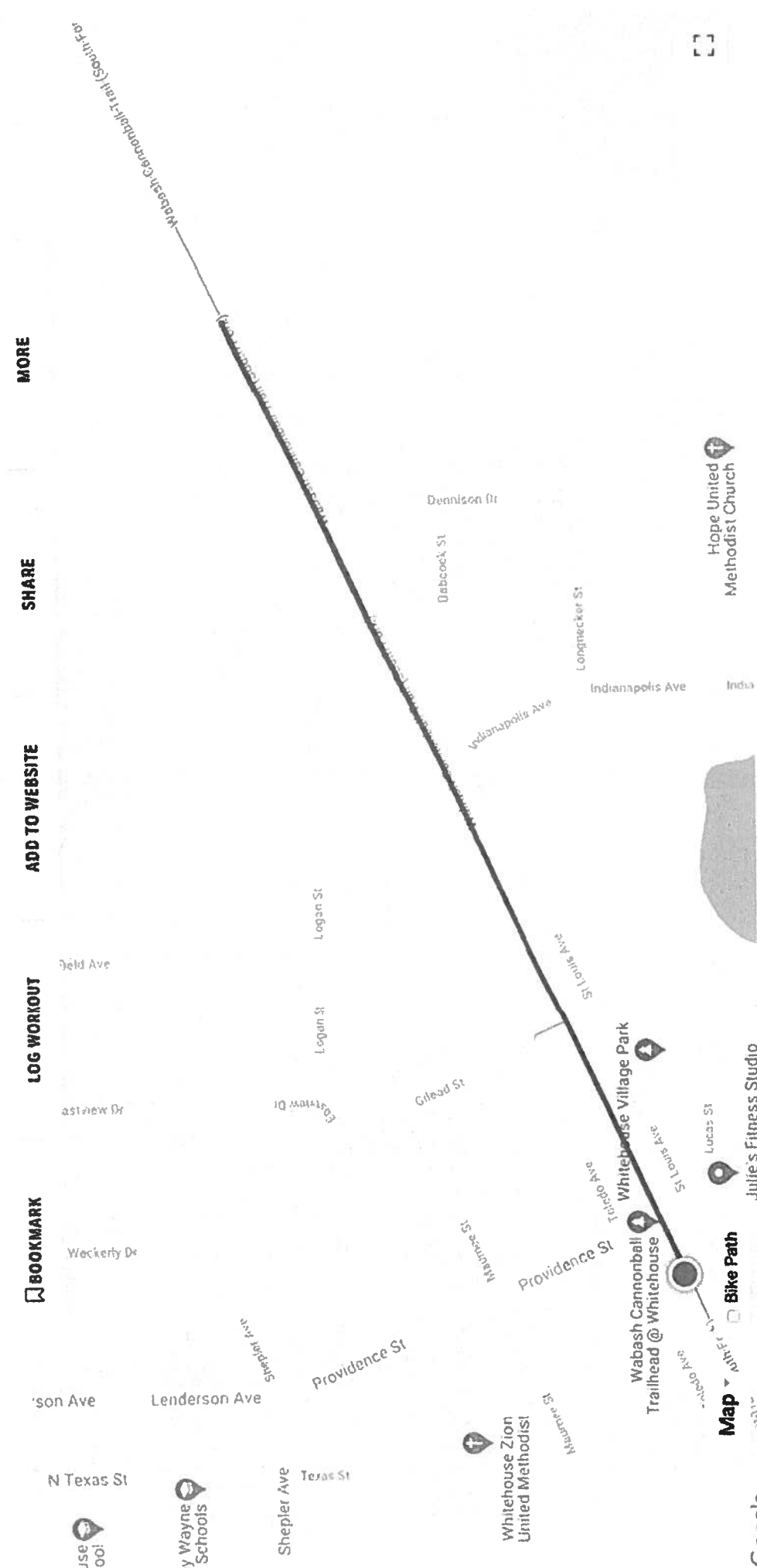
**BOOKMARK**

## LOG WORKOUT

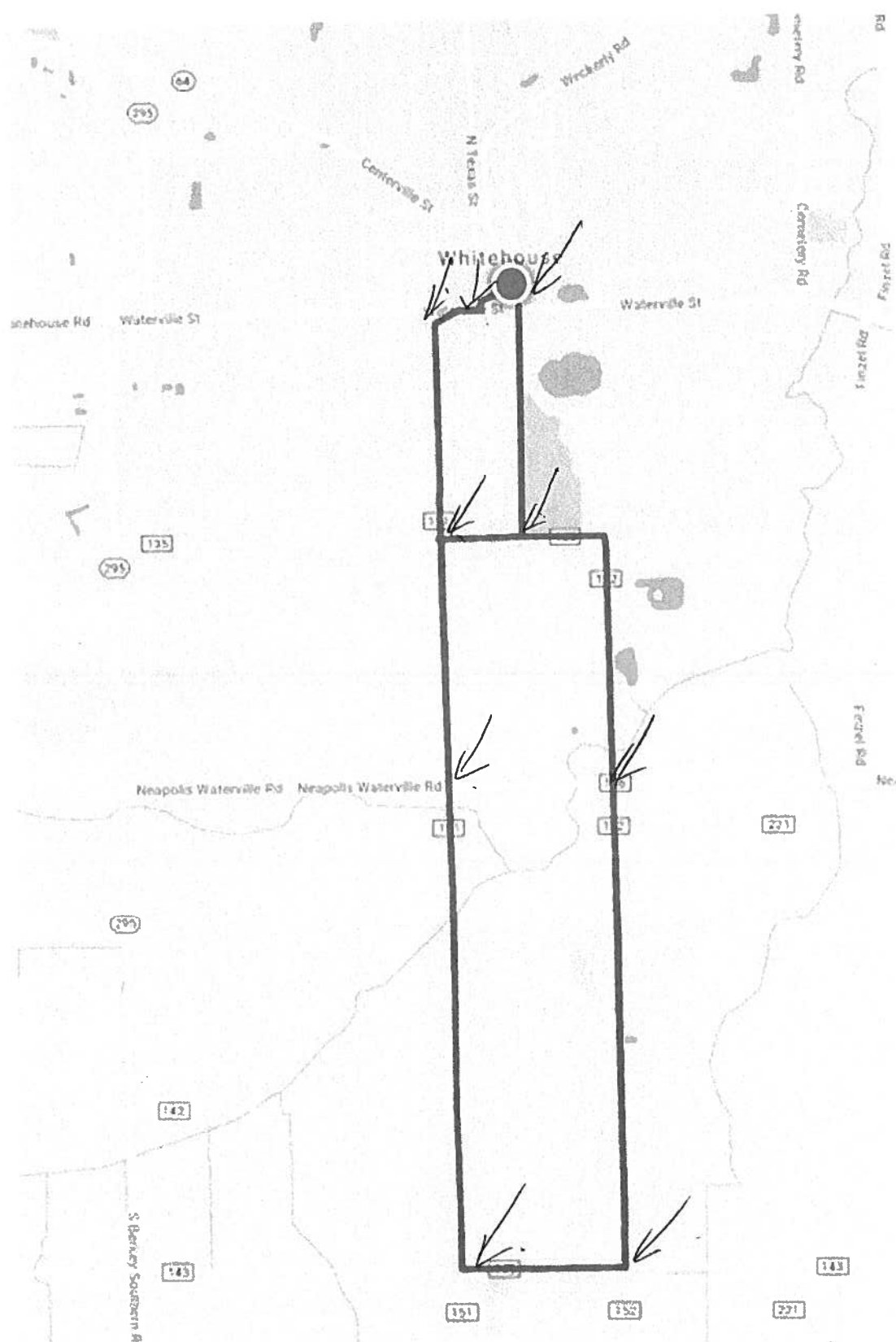
**ADD TO WEBSITE**

## SHARE

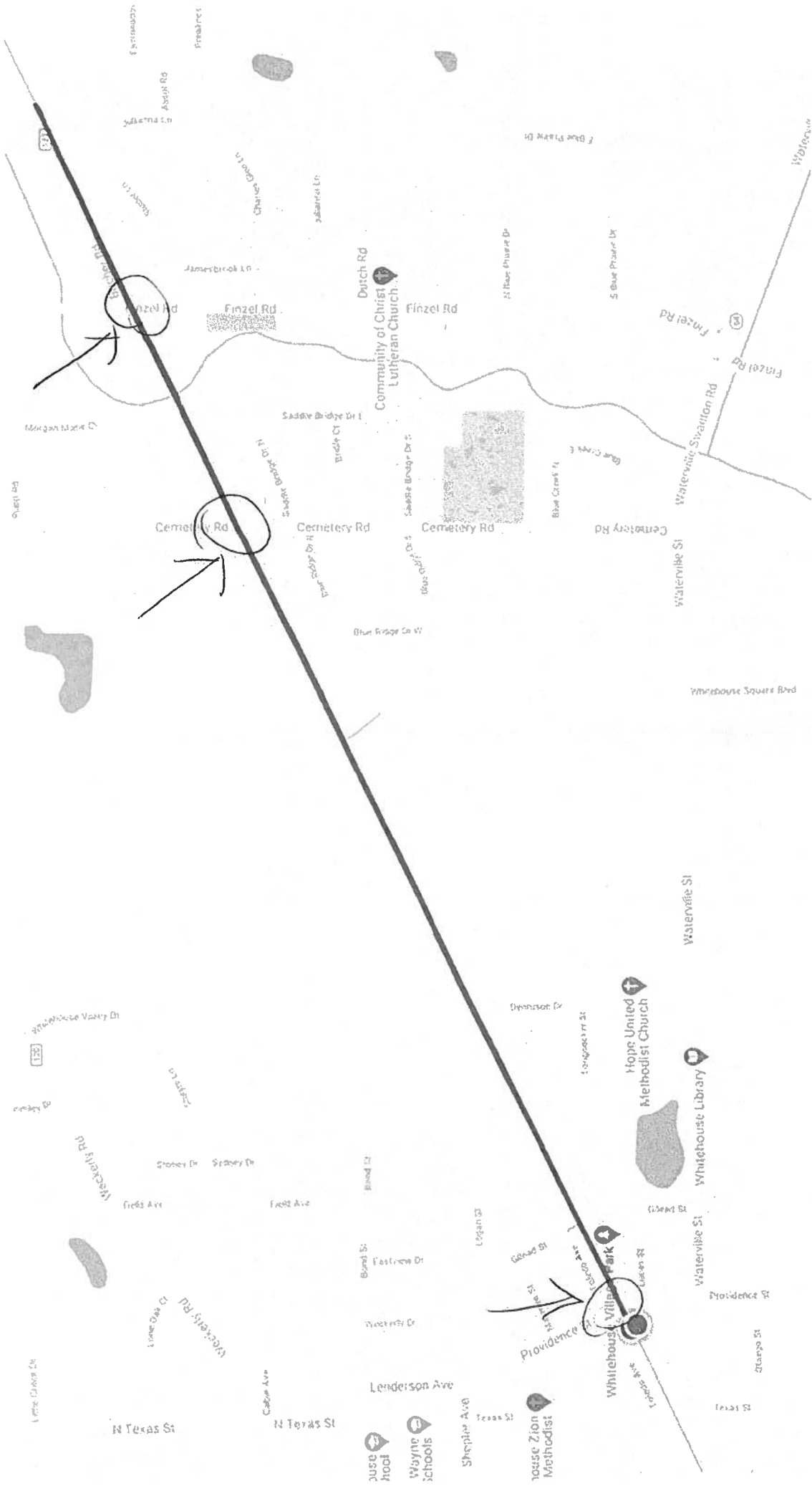
**MORE**



South Fork Duathlon - Bike



Southfork Duet/09



3 traffic Control



## Request for Special Event

Village of Whitehouse  
PO Box 2476, Whitehouse, OH 43571  
Phone: (419) 877-5383/ Fax: (419) 877-5635

Name of Event: Whitehouse multisport festival  
Coordinator/Contact Person: Julie Theroux  
Address: Nona France Quarry 7035 Providence  
Phone: 419-877-1000 Email: shopcyclewerks.com  
FAX: \_\_\_\_\_  
Event Date(s): June 24, 2021 Event Hours: 7:30am - 12:30pm  
Estimated Number of Attendance: 150-200  
Brief Description of Event: Duathlon & Triathlon Race -  
Swim / Bike / Run

Will the Event Use Signage/Attraction Devices? ☒ Yes ☐ No

Amplified Voice/Music? ☒ Yes ☐ No

Food/Beverage Sales? ☐ Yes ☒ No

Alcoholic Beverage Sales: ☐ Yes ☐ No

Product Sales? ☐ Yes ☒ No

Other (explain):

If YES to any of the above, please explain:

Course will be marked w/  
signs - Run & Bike

Identify any Village services, public facilities, or equipment you are requesting in conjunction with this event:

(☒) Police Assistance ( ) Streets Closed ( ) Enclosed Shelterhouse ( ) Pavilion ( ) Other

Explain: traffic control for Run & Bike course

**PLEASE supply a map highlighting the property, temporary structures (identifying use and activity), pedestrian ways and/or streets that will be impacted by this event.**

Payment for Services: The Event Coordinator/Contact Person/Sponsoring Entity shall make payment for services payable to *The Village of Whitehouse*. Payment must be received by the Village of Whitehouse no later than ten (10) business days after the event.

Total Number of Employees Required: 100 Total Amount Required per Employee: \$ \_\_\_\_\_/hr.

TOTAL Amount to be submitted to the Village of Whitehouse by Event Coordinator: \$ \_\_\_\_\_

### **READ THE FOLLOWING BEFORE SIGNING**

**The submittal of this event form does not ensure approval of the event.**

Be advised, the Village cannot accommodate every event and some events may require reimbursement for services rendered. You must attach to this application either an Insurance Policy or a Certificate of Insurance that includes the policy number, amount of coverage, and the provision that the Village of Whitehouse is included as an Additional Insured. The insurance requirements depend on the risk level of the event.

The applicant agrees to defend, indemnify, and hold harmless the Village of Whitehouse from any claim, demand, suit, loss, cost of expense, or any damage which may be asserted, claimed or recovered against or from the Village of Whitehouse by reason of any damage to property, personal injury or bodily injury, including death, sustained by any person whomsoever and which damage, injury, or death, arises out of this activity

Signature: Julie Theroux Date: 1-7-21

6925 Providence Street . PO Box 2476 . Whitehouse, Ohio 43571

Phone 419-877-5383 . Fax 419-877-5635

whitehouseoh.gov

**REQUEST FOR SPECIAL EVENTS SERVICES—VILLAGE OF WHITEHOUSE, OHIO**

TYPE OF FUNCTION/ACTIVITY: Multi Sport Race - Swim/Bike/Run

DATE/TIME OF FUNCTION/EVENT: 6/26 7:30 am

LOCATION: Nona France Quarry

NUMBER OF OFFICERS REQUIRED: \_\_\_\_\_ (Determined by Police Chief)

NUMBER OF ADDITIONAL VILLAGE EMPLOYEES: \_\_\_\_\_ (Determined by Department Head)

**EVENT COORDINATOR CONTACT INFORMATION:**

NAME Julie Theroux

ORGANIZATION Cycle Works

ADDRESS 6760 Providence St

PHONE 419-877-1000

EMAIL shopcycleworks@gmail.com

FAX \_\_\_\_\_

Payment for services rendered in the amount of \$ \_\_\_\_\_ will be submitted to:

The Village of Whitehouse  
6925 Providence St.  
P.O. Box 2476  
Whitehouse, OH 43571

Payment in full required by: \_\_\_\_\_

*For Office Use Only*

Date: \_\_\_\_\_

\_\_\_\_ Approved as requested.

\_\_\_\_ Approved, with modifications (specify):

\_\_\_\_ Disapproved (specify):

Village Administrator \_\_\_\_\_

Chief of Police \_\_\_\_\_

Public Service Director \_\_\_\_\_

Fire Chief \_\_\_\_\_

Community Development Coordinator \_\_\_\_\_

## AGREEMENT FOR SERVICE – SPECIAL EVENTS

WHEREAS, by Resolution, the Village Administrator of the Village of Whitehouse, Ohio, is authorized and empowered to enter into written agreements with public or private organizations, to assign Village employees to special duties, with such organizations, when, in the opinion of the Village Administrator and Chief of Police, such duty serves the purpose of public safety, traffic control and the public welfare.

Now, therefore, it is agreed by and between the parties as follows:

1. The Chief of Police shall assign a designee to oversee the scheduling of officers to provide police/security services for the following event:  
Whitehouse Multi-Sport Festival  
See attached map showing locations and that such officer(s) shall at all times be subject to all Federal, state and local ordinances, including the policies and procedures of the Village of Whitehouse and the Whitehouse Police Department.
2. The Police Chief reserves the right to honor or reject this request based upon officer availability and/or needs of the agency.
3. The uniform of the officer(s) shall always be under the control of the Chief of Police.
4. Officer(s) who are assigned to this event shall be paid for this service in accordance with the current fee schedule for services as enacted by the Village of Whitehouse, Ohio Council.
5. The Village of Whitehouse agrees to furnish officer(s) under the terms of this agreement, if and only if, officer(s) are available for such duty as determined by the Chief of Police.
6. Duties of any officer(s) assigned shall be limited to the boundaries of the Village of Whitehouse, Ohio. Exceptions would include those that serve law enforcement interests outside the boundaries of the Village of Whitehouse (i.e., Anthony Wayne School District off-campus, school-sponsored activities, etc.).
7. The Event Coordinator/Contact Person/Sponsoring Entity shall make payment for services payable to *The Village of Whitehouse*. Payment must be received by the Village of Whitehouse no later than ten (10) business days after the event.

Total Number of Employees Required: \_\_\_\_\_ Total Amount Required per Employee:  
\$ \_\_\_\_\_/hr.

TOTAL Amount to be submitted by Event Coordinator: \$ \_\_\_\_\_

8. Officer(s) assigned under terms of this contract shall be covered by Workmen's Compensation paid on the officer's behalf by the Village of Whitehouse.
9. This agreement may be canceled by either party by 30-day written notice or to the mutual satisfaction of both undersigned parties.
10. Requests for additional/reduction of officers to supplement this initial agreement must be made to the Village Administrator no later than fifteen (15) days from the date of the scheduled event.

This agreement entered into on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between the Village of Whitehouse, County of Lucas, State of Ohio, and the Event Coordinator/Contact Person, in witness whereof the parties hereunto have set their hands at Whitehouse, Ohio.

\_\_\_\_\_  
Village Administrator

Julie Heroux  
Event Coordinator/Contact Person

C/19-877-1000



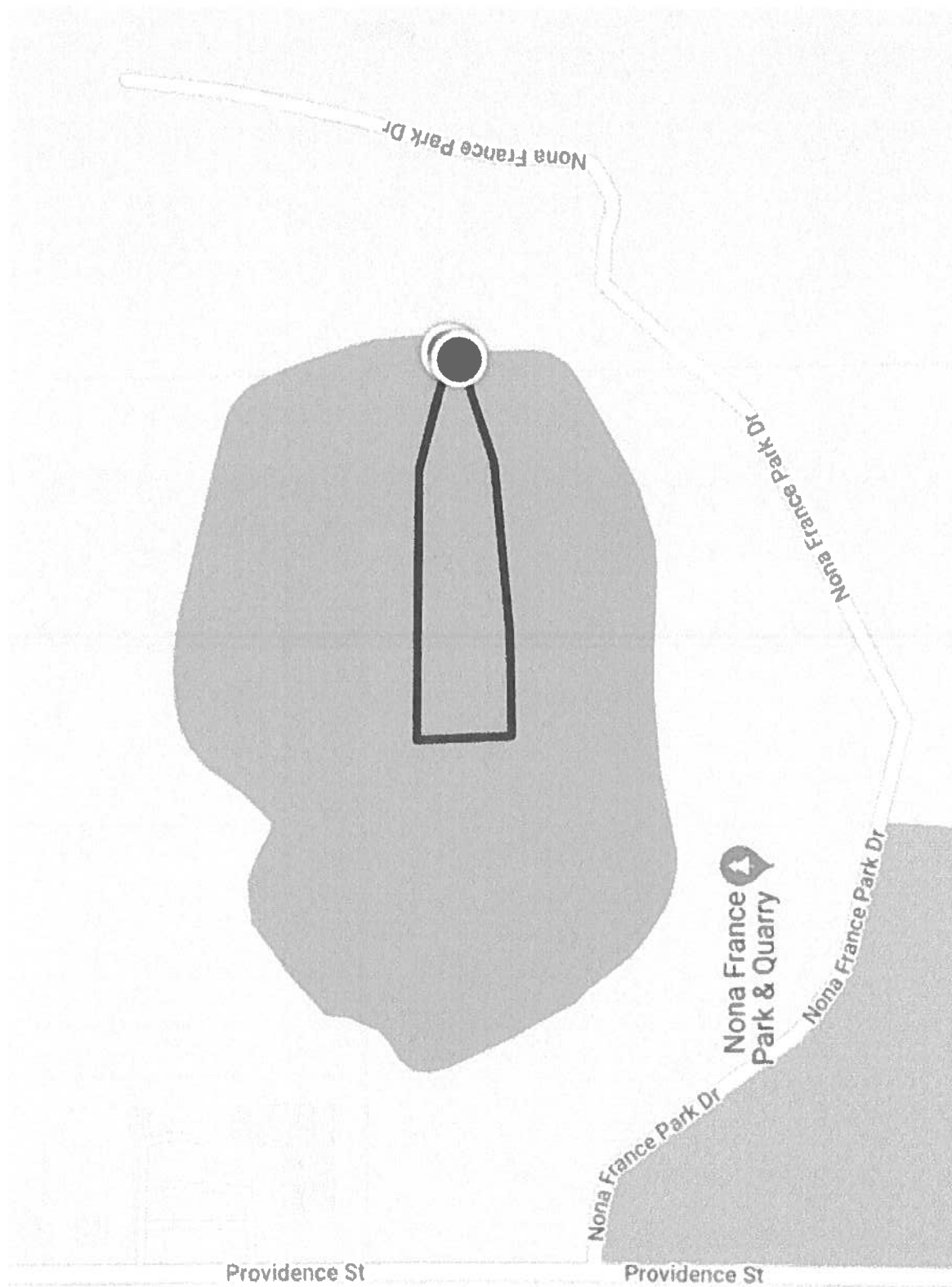
Transition Map



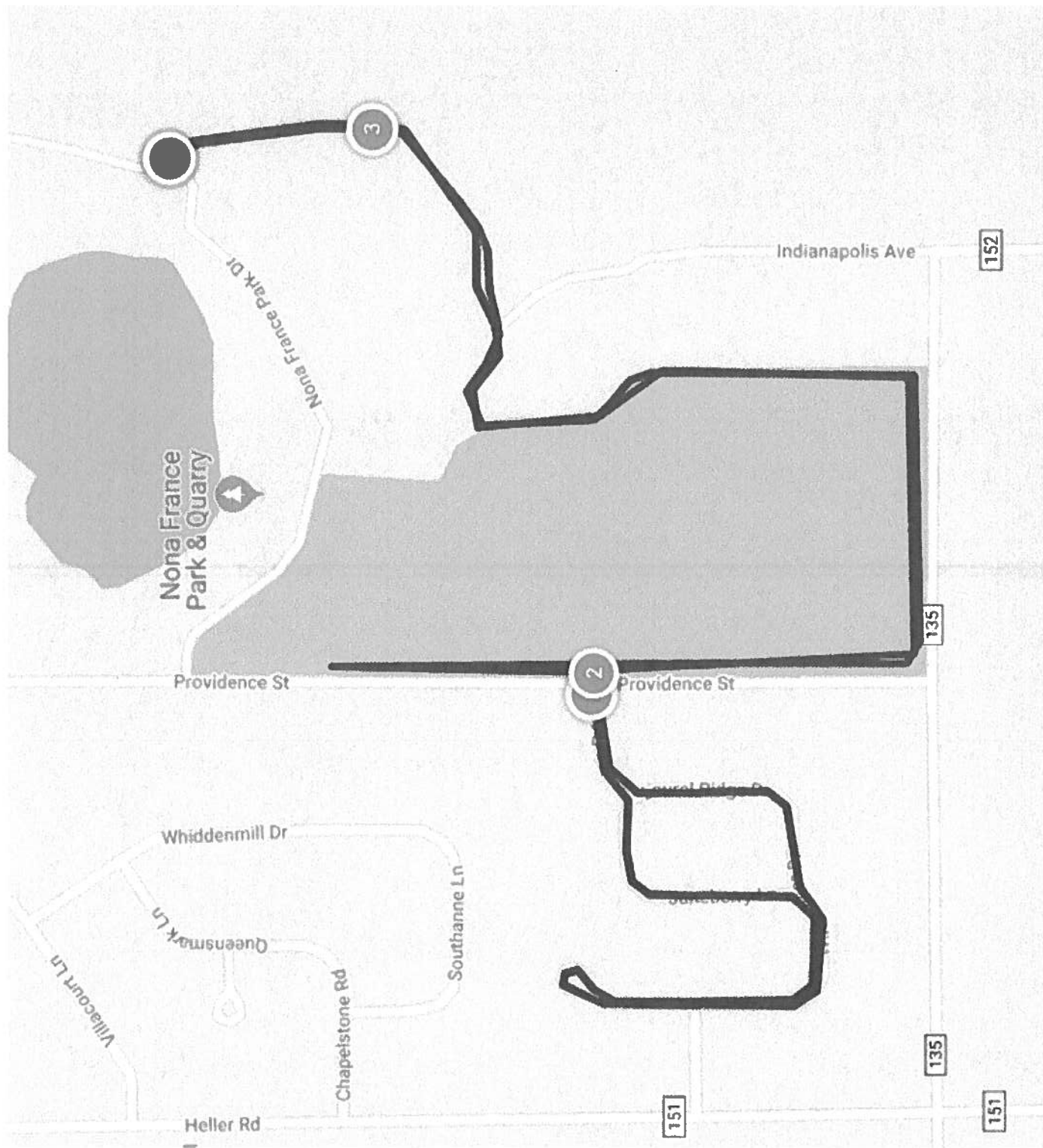


Transition Map

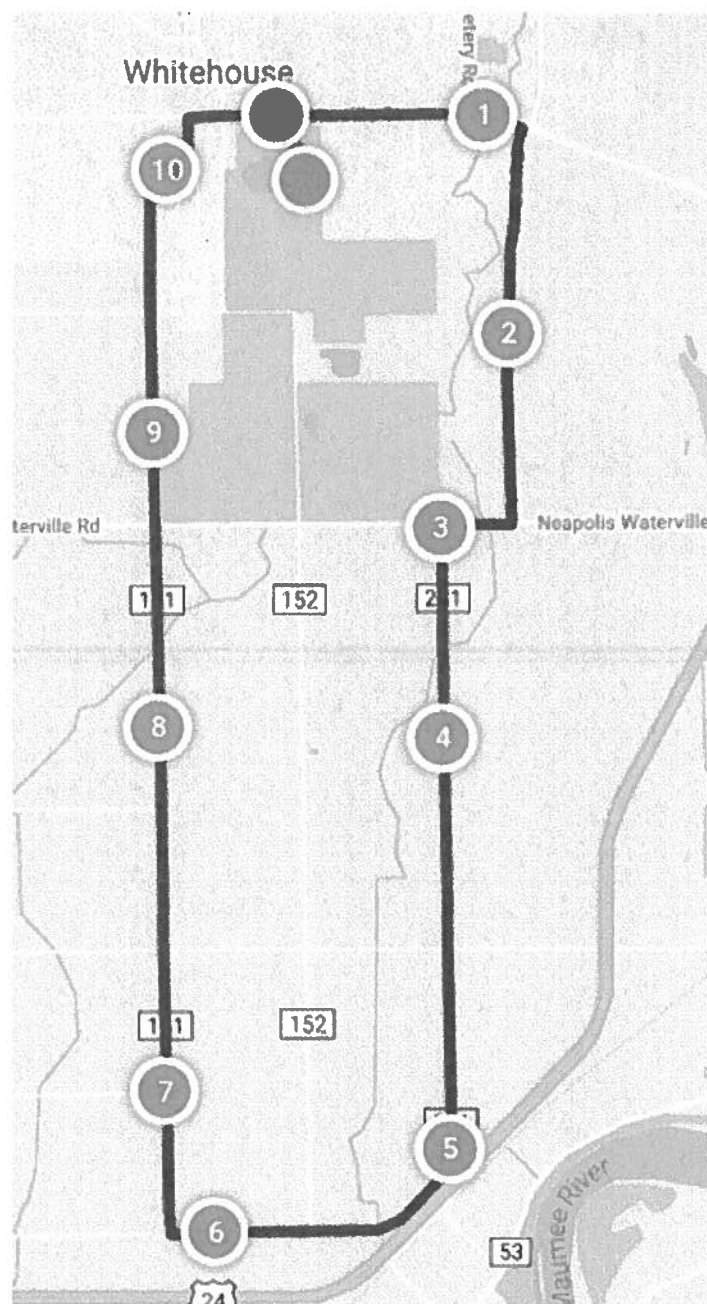
# Sprint Swim



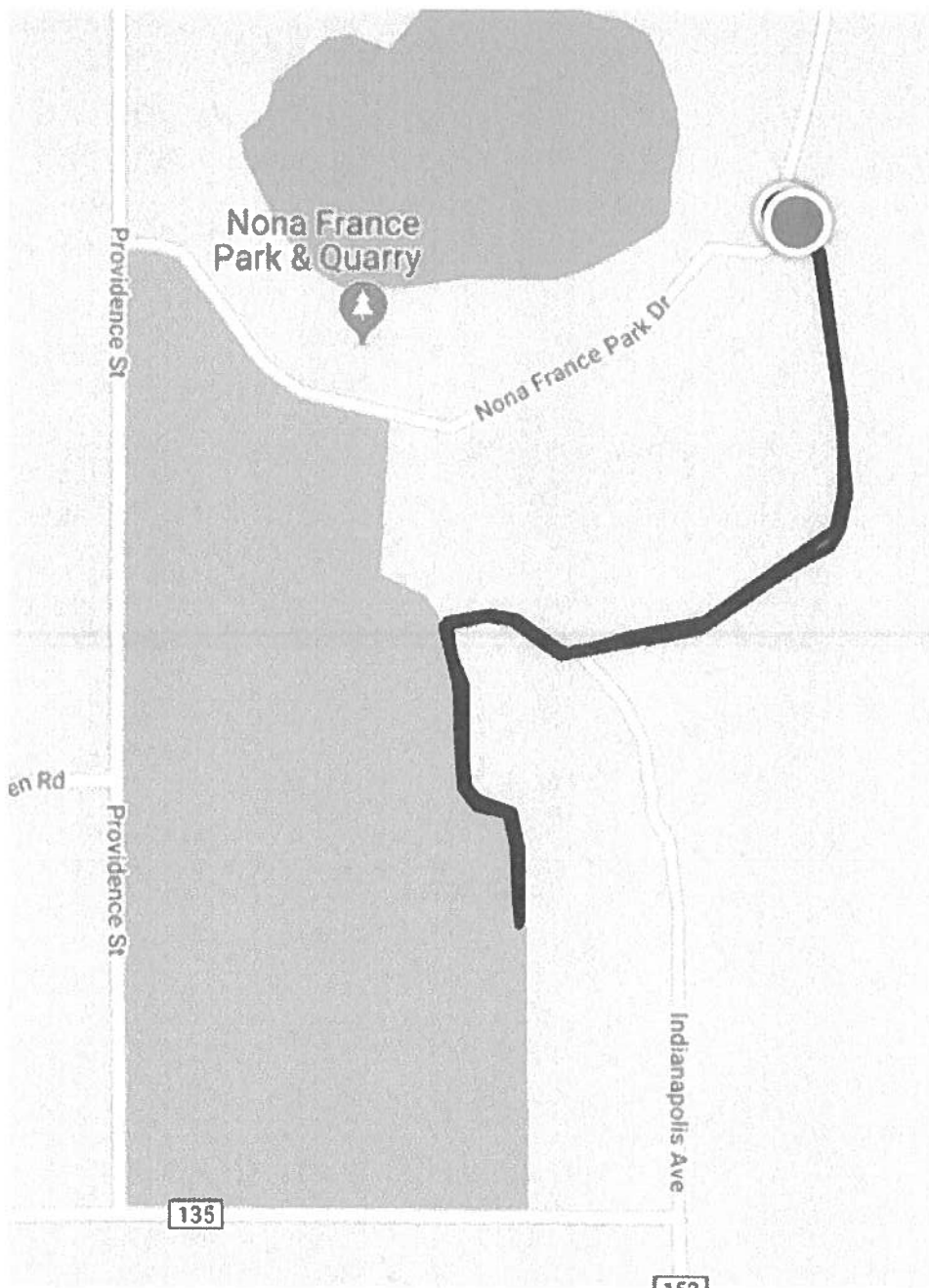
# Sprint Run



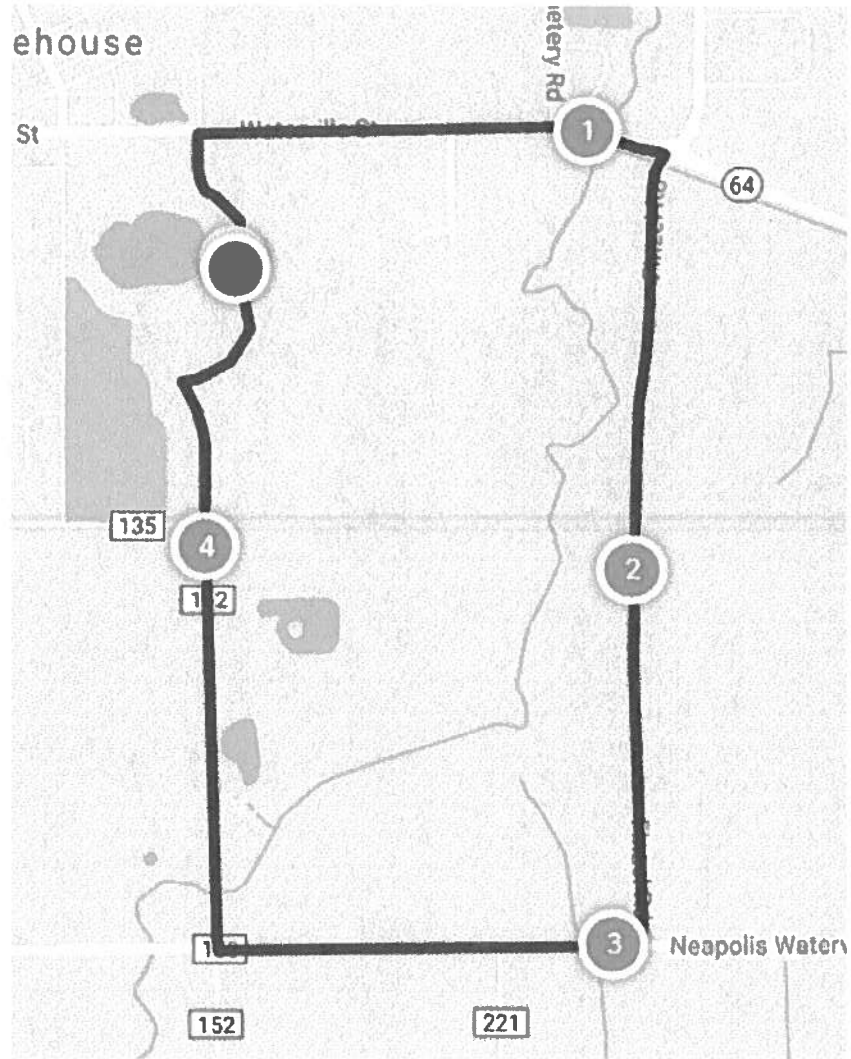
# Sprint Bike



# Sprint Run

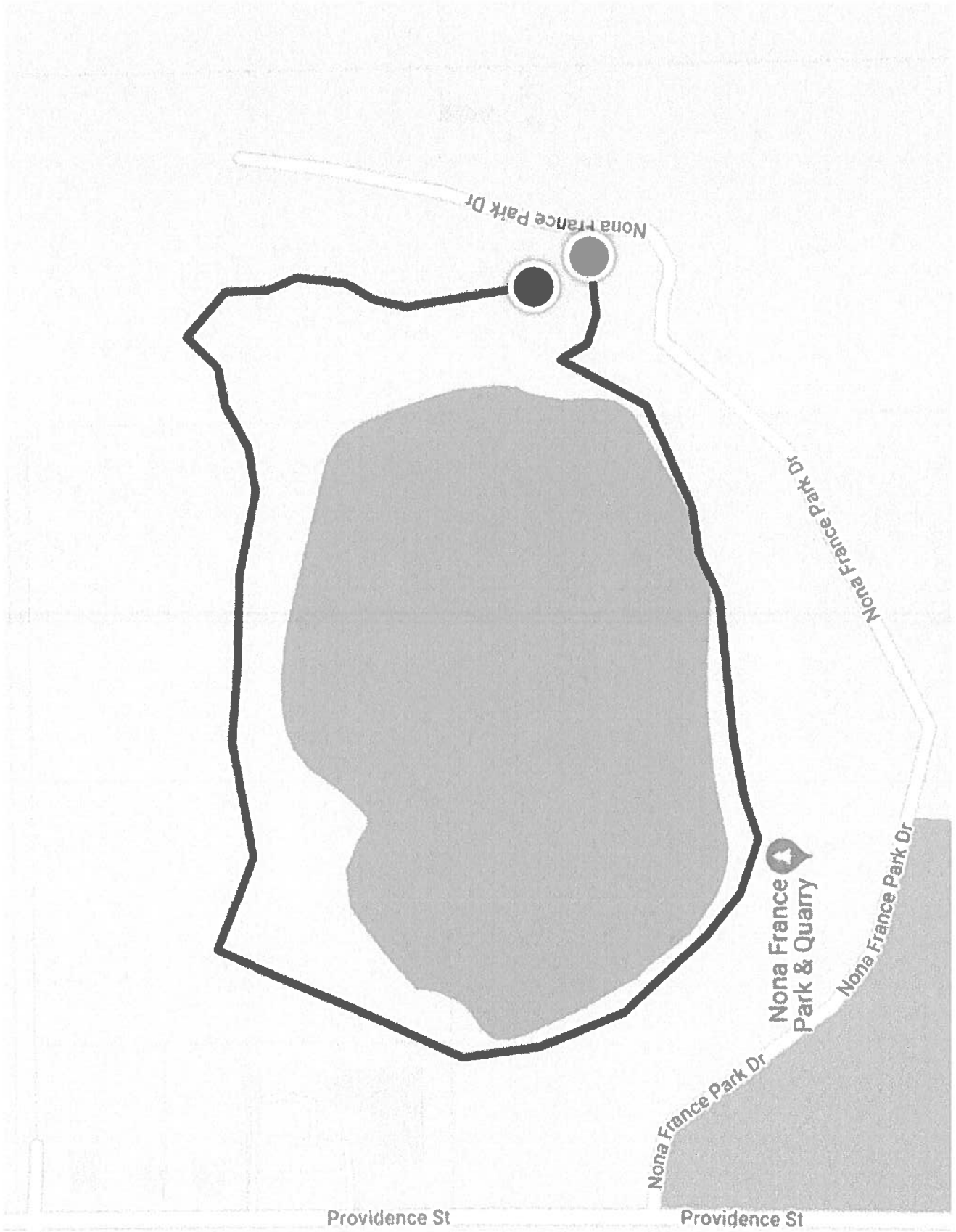


# Relay Bike

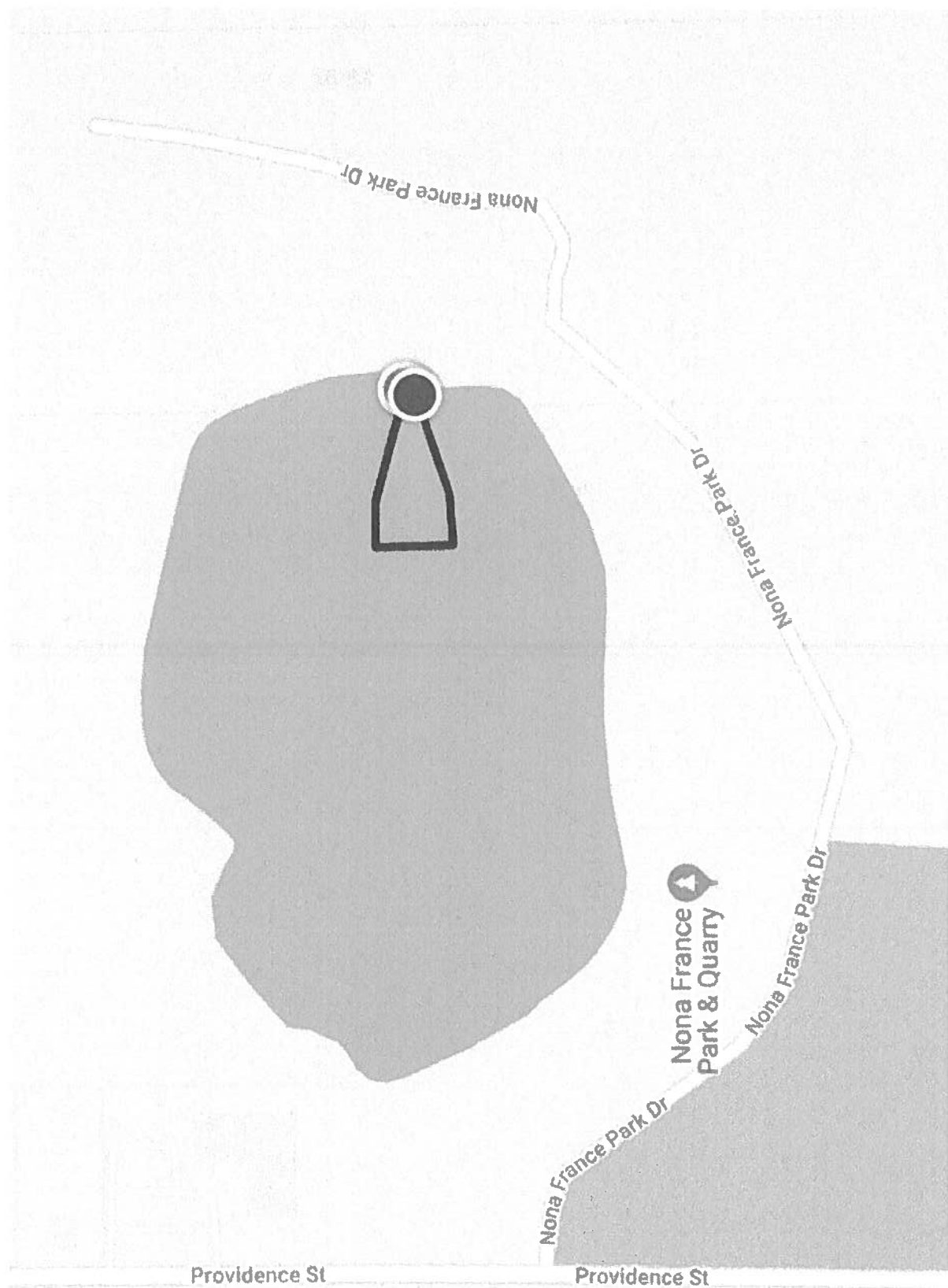




# Relay Run



# Relay Swim





**VILLAGE OF WHITEHOUSE  
BOARD OF ZONING APPEALS MINUTES  
January 6, 2021**

Board members present: Chuck Kethel, Leroy Ryerson, Julie Studer and Mike Walters. Also present was Jim Thomas and Planning Administrator Tiffany Bachman.

The Board of Zoning Appeals (BZA) meeting was called to order by Mike Walters at 6:02 p.m.

First order of business is to approve minutes from the November 4, 2020 meeting. Motion made by Leroy Ryerson, seconded by Julie Studer to accept the minutes. Motion passed 4-0

Second order of business is to review, discuss and finalize a ruling regarding Appeal #01-2021 submitted by Jim Thomas of J Thomas Signature Builders LTD, for construction of a new home. Jim stated that he is looking for a 25 foot set back on the front instead of 35 feet and a 10 foot side yard variance rather than the 15 feet. The lot is irregular shape and this would allow for the house to fit nicely on the lot with a front load garage and give the homeowner a decent sized back yard. Leroy Ryerson made a motion to accept the variances, Chuck Kethel seconded. Motion passed 4-0.

With no other business to come before the committee, the meeting adjourned at 6:13pm

Respectfully submitted,

Tiffany Bachman  
Planning Administrator

Village Council Meeting As  
A Committee of the Whole  
January 12, 2021  
6:30 PM

At 6:30 President of Council Bob Keogh called the meeting to order.

ROLL CALL: Richard Bingham, Rebecca Conklin Kleiboemer, Mindy Curry, Bob Keogh, Bill May, and Louann Artiaga. Also present were the following: Mayor Don Atkinson, Administrator Jordan Daugherty, Director of Public Services Steve Pilcher, Tiffany Bachman, Fire Chief Joshua Hartbarger, Clerk Susan Miller, Karen Gerhardinger, Andy Stuart, and Ken Leslie.

Motion by Louann Artiaga, seconded by Mindy Curry to approve the minutes of the December 1, 2020 meeting. 6 ayes

President of Council, Bob Keogh asked for Citizen Comments pertaining to Agenda items. There were none.

General

The first order of business was a presentation by Andy Stuart for Homeless Veteran's Support.

- Veteran's Matter, tent city, 37,000 homeless veterans across the US - 1/4 have wives and Children with them
- The VA has housing vouchers, money is needed for the deposit and first months rent, 91% that get into housing, stay in the housing and have case management
- Veterans Matter has small administrative costs over 90% goes to the program and there is a 91% success rate
- Guardian Angel fund for things Veterans need
- Hoping to house 2,000 more this year, \$750 to house one vet, every dollar counts
- Mayor Atkinson, Lee Armstrong and Ken Leslie got together and decided to go to political Subdivisions and look for support
- Typically 30 vets on the list working to get them housed
- Running the Village Community Development fund more like a grant, citizen committee
- Prioritize needs in the future, get a better idea of pandemic impact on income tax collections
- So far income tax collection is up, will be monitoring it every 15 days
- More Veterans house than ever before through the pandemic
- Getting a better idea of where the Village stand financially first

The next order of business was to review the Current Council Wish List and make any changes or additions.

Items to be removed:

- No parking on Toledo Street
- Restoring lights in park ballfields
- Prepare Citizens for Cityhood
- Take care in residential development to preserve open green space

- Work with organization like YMCA to build indoor recreation center
- Specify in code the minimum size of new street trees planted
- Alley behind Whitehouse Inn
- Additional lighting on the Multi-Use path
- Handicap accessibility at the open shelter house near the small quarry
- Splash Pad pricing
- Fence behind Veteran's Memorial Park
- Look at bids for repairing caboose
- Regular sewer line clean out
- Donation bins - the Village has to allow them, they must be responsive
- Experience Whitehouse
- Traffic light at Providence and Waterville
- Wheelchair swing
- Paint Hydrants
- Expansion of Library Parking lot
- Summer Recreation Program
- Splash pad

Other items discussed:

- Flowers on the poles at the roundabout, watering
- Inflatable water parks
- AWAKE donation
- Rating Wish List Items with a (1) priority (2) okay (3) not interested
- Seeing where the Village stands on finances
- No plan for in person meetings
- Fire Chief Joshua Hartbarger will keep Council aware of COVID vaccine and what tier Elected Officials are, show of support in getting the vaccine, no press releases due to continual changes

Items to add:

- Veterans Matter
- Additional Pickleball Courts
- Add Community Development Fund grant
- Village Entry sign near Route 64 Industrial park
- Bump going into the roundabout
- RV dump station at the recycling center,
- Remove junk cars

Motion by Bill May, seconded by Richard Bingham to adjourn at 7:39 PM. 6 ayes

Respectfully submitted,

Susan Miller  
Clerk of Council

## **RESOLUTION NO. 2-2021**

### **A RESOLUTION AUTHORIZING THE EXECUTION OF CONTRACT AGREEMENTS WITH THE LUCAS COUNTY BOARD OF COMMISSIONERS WITH RESPECT TO PARTICIPATION IN THE LUCAS COUNTY SUBURBAN COURT SERVICES VICTIM-WITNESS- ADVOCATE ASSISTANCE PROGRAM BY THE VILLAGE OF WHITEHOUSE, LUCAS COUNTY, OHIO, AND DECLARING AN EMERGENCY.**

WHEREAS, the Village of Whitehouse has heretofore participated in the Victim Advocate - Witness Assistance program through the Maumee Municipal Court, and upon the recommendation of the Police Chief and Whitehouse Municipal Court Prosecutors, this Council desires to continue participation in the program.

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE VILLAGE OF WHITEHOUSE, LUCAS COUNTY, OHIO, three-fourths (3/4) of all members elected thereto concurring:

**SECTION I:** That the Administrator be and is hereby authorized, upon approval and review of contract documents by the Solicitor, to enter into an agreement on behalf of the Village of Whitehouse, Lucas County, Ohio with the Lucas County Board of Commissioners to provide participation funding in the Maumee Municipal Court Victim Advocate Witness Assistance Program in an amount not to exceed Five Thousand Dollars (\$5,000.00). Said funding shall be for the time frame up and including September 30, 2021, and from the last approval as and for participation in said program.

**SECTION II:** It is hereby found and determined that all formal actions of this Council, including any of its committees, concerning and relating to the adoption of this Resolution were adopted at an open meeting and the deliberations of this Council and any of its committees that resulted in such formal actions as contained herein were and are in compliance with all legal requirements as set forth by Village Charter.

**SECTION III:** This Resolution is hereby declared to be an Emergency Measure necessary for the immediate preservation of the public peace, health and safety of said Village and its inhabitants and for the further reason that the current contract for the provision of said Victim Witness and Advocate services has expired and needs to be re-authorized to provide assistance for certain victims of crime without further delay and to aid in the continued efficient conduct of Village Court Prosecution Services in the Maumee Municipal Court by Prosecutors engaged on behalf of the Village of Whitehouse.

WHEREFORE, this Resolution shall take effect and be in full force immediately upon its passage and approval.

FINAL VOTE ON THE MEASURE: Yeas:\_\_\_\_\_ Nays: \_\_\_\_\_

First Reading: \_\_\_\_\_

Second Reading: \_\_\_\_\_

Third Reading: \_\_\_\_\_

EFFECTIVE DATE OF THIS ORDINANCE: \_\_\_\_\_, 2021.

Yeas:\_\_\_\_\_ Nays:\_\_\_\_\_

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
Susan M. Miller, Clerk of Council

\_\_\_\_\_  
Kevin A. Heban, Solicitor

**AGREEMENT BETWEEN THE VILLAGE OF WHITEHOUSE AND  
THE BOARD OF LUCAS COUNTY COMMISSIONERS  
FOR THE SUBURBAN COURT SERVICES PROGRAM**

This agreement executed this \_\_\_\_ day of December, 2020 by and between the Village of Whitehouse, Ohio and the Board of Lucas County Commissioners (Lucas County), political subdivisions of the State of Ohio.

WHEREAS, since 1997 the parties have participated in the Suburban Court Services Program which provides victim advocacy services to victims and witnesses of misdemeanor crimes in the participating courts; and,

WHEREAS, all parties desire to continue the Suburban Court Services Program;

NOW, THEREFORE, the parties to this contract agree to the following terms and conditions:

1. The Board of Lucas County Commissioners shall administer the program through the Lucas County Prosecutor's Office.
2. Subject to the provisions of paragraph 5, the term of the Suburban Court Services Program shall be from October 1, 2020 through September 30, 2021, coinciding with the funding from the Victims of Crime Act.
3. The Village of Whitehouse shall pay the Board of Lucas County Commissioners the sum of \$5,000 to be used as matching dollars for the VOCA grant and for the use of the services of the program during the contract period.
4. The matching dollars needed are to coincide with a federal funding period which is October 1, 2020 through September 30, 2021.
5. Lucas County may cancel or modify this agreement, without prior notification, if there is a termination or change in the amount of funding from the Victims of Crime Act. Lucas County may cancel the agreement, after having given the other parties 60 days written notice. A municipality may terminate its participation in this agreement, after having given the other parties 60 days written notice.

IN WITNESS WHEREOF, this contract has been executed by the parties as of the day and year first written above. This contract contains two (2) pages.

**LUCAS COUNTY BOARD OF COMMISSIONERS**

Date \_\_\_\_\_

\_\_\_\_\_  
Commissioner Wozniak

\_\_\_\_\_  
Commissioner Byers

\_\_\_\_\_  
Commissioner Gerken

Approved as to form:

\_\_\_\_\_  
Assistant Prosecuting Attorney

**VILLAGE OF WHITEHOUSE**

Date \_\_\_\_\_

\_\_\_\_\_  
Mayor

Approved as to form:

\_\_\_\_\_  
Law Director

**RESOLUTION NO. 3- 2021**

**A RESOLUTION DETERMINING THAT CERTAIN MISCELLANEOUS PERSONAL PROPERTY USED BY THE POLICE DEPARTMENT AND OWNED BY THE VILLAGE OF WHITEHOUSE, LUCAS COUNTY, OHIO IS OF NO FURTHER USE TO THE VILLAGE AND IS HEREBY DETERMINED TO BE SURPLUS PROPERTY AND TO BE DISPOSED OF PURSUANT TO LAW, AND DECLARING AN EMERGENCY**

**WHEREAS**, the Police Chief and the Administrator of the Village of Whitehouse, Lucas County, Ohio, after thorough review and due diligence, have determined that certain property is of no further use to the Village and have advised this Council accordingly, as well as recommended said property be disposed of pursuant to law; and

**WHEREAS**, this Council is desirous of declaring said surplus property as being of no further use to the Village ordering it disposed of pursuant to law upon the terms most favorable to the Village of Whitehouse.

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE VILLAGE OF WHITEHOUSE, LUCAS COUNTY, OHIO, three-fourths (3/4) of all members elected thereto concurring:

**SECTION I:** The Village Administrator and/or Police Chief are hereby designated and duly authorized as the officials of the Village of Whitehouse having full power and authority to dispose of the following property:

Please see Exhibit A hereto

Said property is deemed to be surplus and of no further official and/or current use to the Village in the conduct of any Village business.

**SECTION II:** That the said property be disposed of as provided by law.



**SECTION III:** The Administrator and/or Police Chief are hereby authorized to conduct the disposal and sale of said property and under such terms and conditions as he shall deem most desirable to secure full value thereof for the Village, at such time and in such manner as he shall in his discretion so determine.

**SECTION IV:** The Administrator and/or Police Chief of the Village of Whitehouse, Lucas County, Ohio is hereby authorized and directed and fully empowered to execute any and all title documents, forms of conveyance or bills of sale as same shall be required for the sale and transfer of said property in accordance with law and with full power and authority on behalf of the Village of Whitehouse, Lucas County, Ohio.

**SECTION V:** It is hereby found and determined that all formal actions of this Council, including any of its committees, concerning and relating to the adoption of this Resolution were adopted at an open meeting and the deliberations of this Council and any of its committees that resulted in such formal actions were in compliance with all legal requirements as set forth by Ohio Revised Code Section 721.15 and/or in accordance with the provisions of Municipal Home Rule and under the specific provision of Article I, Section 1.02 of the Charter of the Municipality of Whitehouse.

**SECTION VI:** This Resolution is hereby declared to be an Emergency Measure necessary for the immediate preservation of the public peace, health and safety of said Village and its inhabitants and for the further reason that this Resolution is necessary for the disposal and sale of the property securing the highest return proceeds for the Village of Whitehouse.

WHEREFORE, this Resolution shall be in full force and effect immediately upon its passage and approval.

FINAL VOTE ON THE MEASURE:                      Yeas: \_\_\_                      Nays: \_\_\_

First Reading: \_\_\_\_\_

Second Reading: \_\_\_\_\_

Third Reading: \_\_\_\_\_

EFFECTIVE DATE OF THIS ORDINANCE: \_\_\_\_\_, 2021.

Yeas: \_\_\_                      Nays: \_\_\_

ADOPTED AND EFFECTIVE: \_\_\_\_\_, 2021.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
Susan M. Miller, Clerk of Council

\_\_\_\_\_  
Kevin A. Heban, Solicitor



# WHITEHOUSE POLICE DEPARTMENT

6925 PROVIDENCE STREET, P.O. Box 2476

WHITEHOUSE, OHIO 43571

PHONE 419-877-9191

FAX 419-877-1014

MARK E. MCDONOUGH, CLEE - CHIEF OF POLICE

ALLAN O. BAER, CLEE - DEPUTY POLIO: CHIEF

## AGENCY CORE VALUES

HONESTY - INTEGRITY - RESPECT - EXCELLENCE • PROFESSIONALISM

To: Chief Mark E. McDonough  
Deputy Chief Allan D. Baer

Date: 16 December 2020

From: Director Ron Shellhammer

Subject: Surplus equipment

Sirs,

Requesting that the following list of outdated equipment be declared surplus.

1. 5 - Plastic rifle cases
2. 5 - Nylon rifle cases
3. 2 - helmets w/ shields
4. 7 - leather radio holsters
5. 1 - nylon radio holsters
6. 3 - Sirchie casing molds
7. 1 - nylon ammo go bag
8. 1 - Omega Gas Mask pouch

If you have any question, feel free to contact me.

Ron Shellhammer  
Director of Property / Evidence

# **VILLAGE OF WHITEHOUSE**

**January 19, 2021**

## **ADMINISTRATION**

- 12-30-20**      1.      November 30, 2020: Income Tax Collection = \$2,557,199.93  
Compared to last year = \$2,536,850.97(0.80% increase)  
JEDD & JEDZ collections = \$1,982,742.80
- 02-19-19**      2.      Safety and Health Report: Last lost time injury was January 14, 2019

## **ADMINISTRATIVE ACTIVITIES**

- 11-19-19**      1.      Planning Commission Review of SR64 Corridor zoning plan  
2.      Continue planning of Village-to-City Transition

## **COMMUNITY DEVELOPMENT**

## **SUBDIVISION DEVELOPMENTS**

## **GRANTS**

**08-04-20**

1. **Pedestrian Bridge** – A TMACOG funded tap project to install a 10' wide path along the north side of SR 64 between Whitehouse Square Blvd. and Finzel Rd. project includes a 14' wide pedestrian bridge over Blue Creek. – Construction year 2023. 80/20 Grant. Engineers Estimate \$652,000. Grant \$521,600.

## **PARKS & RECREATION**

- 01-19-21**      1.      **Providence St. Plazas at Wabash Cannonball Trail** – Reconstruction of both East & West plazas to include a pop fountain area. Plans in engineering – under Council review. Postponed for 2021.

## **STREETS**

- 01-19-21**      1.      **Downtown Streetscape Phase 3** – Providence St. from Maumee St. to Shepler Ave. – Plans in Engineering. Council reviewing plans on parking & extent of improvements. Postponed until 2022.
2.      **Weckerly Rd. & Finzel Signalization** – In engineering with Poggemeyer Design Group. Out to bid for June 7<sup>th</sup> bid opening. Awarded to U.S. Utility Contractor Co., Inc. for \$173,231.04. 50% completed. Waiting on pole manufacturer. New estimated delivery of 10/2020. Poles delivered to Contractor. Estimate Installation - End of November. Completed

## **WATER**

**11-03-20**

1. **Elevated Storage Study** – Contracted with Poggemeyer Design Group to evaluate water distribution needs for future elevated water storage. In progress.

## **WASTE WATER**

- 01-19-21**
1. **Sanitary Sewer Trunk Main** –Working with Jones & Henry Engineering on the installation of a sanitary sewer trunk main to be constructed to replace current force mains and sewage pumping stations which are nearing the end of their useful life and needing replaced. Wrapping up plans to submit to OEPA. Easement acquisitions underway. Awarded to Mark Shaffer's Excavating & Trucking for \$2,486,185.00. Construction Spring 2021

## **STORM SEWER**

- 01-19-21**
1. Staff working with Lucas County Engineer to move forward petition process for the maintenance of Swan Creek to include all of the Swan Creek Watershed west of I-475 in Lucas County. Petitions to be filed with Lucas County. Ditch petition hearing to begin Spring 2021.

## **SANITATION**

## **MISCELLANEOUS**

- 01-19-21**
1. **Building Permits:** 0 new homes as of 01/13/21.
- 11-03-20**
2. **Public Works:**
    1. Leaf Collection
    2. Winter Preparations

## **Boards and Commissions**

- A. Board of Zoning Appeals
  1. Pending approval of November 4, 2020, meeting minutes
- B. Charter Revision Commission
  1. Pending approval of March 10, 2020 meeting minutes
- C. Fire Dependency Board
  1. Pending approval of January 29, 2020 meeting minutes
- D. Planning Commission
  1. Pending approval of November 2, 2020 meeting minutes
- E. Records Commission
  1. Pending approval of June 2, 2020, meeting minutes
  2. Pending 2021 Reorganization Meeting
  3. Pending Review of Records Set for Destruction in 2021
  4. Pending Review of Records Policies

- F. Tree Commission
  - 1. Pending approval of October 22, 2020 meeting minutes
  - 2. Pending Tree Inventory

**Council Committee of the Whole**

- A. Economic Development
  - 1. Pending Monitoring of Economic Development Plan (ongoing)
- B. Finance, Audit & Investment
- C. Franchise, Lands & Buildings
- D. Parks & Recreation
  - 1. Completion of Veterans Memorial Park
  - 2. Completion of Waterville Street Multi-Use Trail (Phase II)
  - 3. Pending review of implementation of projects in Whitehouse Park
- E. Public Services Committee
  - 1. Pending Discussion of New Downtown Traffic Signage (fall)
  - 2. Pending Discussion of Looping Water Lines via Stiles Road.
- F. Personnel & Safety
- G. General
  - 1. Pending review of Council project list

Note: If you wish to place an item on the Agenda, please let me know.